

ADOPTED

MEMORANDUM

June 4, 1992

TO: BOSTON REDEVELOPMENT AUTHORITY

FROM: THEODORE S. CHANDLER, ACTING DIRECTOR
JOSEPH J. NOONAN, ASSISTANT DIRECTOR FOR
ADMINISTRATION AND FINANCE and
BERNICE MCLENNAN, DIRECTOR OF HUMAN RESOURCES

SUBJECT: REDUCTION IN FORCE

As you are aware, Massachusetts has been in a deep recession since 1989. The City of Boston and the BRA are sharing in the general economic downturn. As a result, the Authority has revised its goals and reorganized the agency.

Since 1989, the BRA has begun a variety of cost control programs and scheduled staff reductions. In FY91, the BRA reduced its workforce through attrition and incentive programs by 14% from FY90 levels, representing a 35% reduction in staff since 1988. The Operating Budget for FY92 continued the trend towards reductions in staff and expenditures. The Authority voted on October 31, 1991 to approve the Operating Budget for FY92, which affirmed the necessary staff reductions. The current downsizing effort will reduce staff by 13% from FY91 levels.

As this is a time when local aid has been significantly reduced and the Authority's budget has been curtailed, the BRA must respond by reducing staff as a result of lack of funds.

It is recommended that the proposed vote contained in the attachment be approved in order to effect necessary personnel economies.

PROPOSED RESOLUTION

WHEREAS, on December 12, 1968 (reaffirming the resolution of January 25, 1961) the Authority pursuant to the recommendation of the then Development Administrator adopted the following policy:

- "1. Re: Establishment of a class of temporary employees to be known as Development Program Employees.

Whereas, the expanded staff requirements for carrying out the Boston Development Program will exist for a temporary period and can best be met by a maximum flexibility in hiring, dismissal, promotion and transfer of staff, and

Whereas, if such staff were to be classified as permanently employed within the meaning of Section 52 of Chapter 121B of the General Laws, it would seriously jeopardize the Authority's ability to carry out the program with maximum efficiency and economy,

Therefore, be it Resolved that there shall be established a new class of temporary employees who shall be employed from time to time for work in the Development Program and shall not be considered as permanent employees of the Authority. All such employees, unless otherwise specifically provided, may be dismissed at any time for cause or on three month's notice without cause."

WHEREAS, the Director has recommended that the employment of persons listed on the attached be terminated for cause, namely, lack of money; and

WHEREAS, the Authority has found on budget evidence presented to the Board for the Authority Fiscal Year 1992, that lack of money warrants the termination of employment of the following named individuals,

On motion duly made and seconded, it is

VOTED: That the employment of the persons listed on the attachment be terminated for cause, namely, lack of money; said termination to take effect September 4, 1992. Said notice shall be in the form attached hereto and shall include a statement that the Authority does not by this action waive any other causes that it may have for the termination of said employment.

JUNE 4, 1992

<u>NAME</u>	<u>TITLE</u>	<u>SALARY</u>
Debra L. Morgan	Legal Secretary	\$25,880.49
Margaret Brown	Assistant General Counsel	45,081.92
Ann G. Johnson	Landscape Architect I	28,620.51
Joan Paulanthony	Senior Legal Assistant	34,334.25

NAME

POSITION CLASSIFICATION

SALARY

Debra L. Morgan

Legal Secretary

\$25,880.49

Ms. Debra L. Morgan
140 Beacon Street, #7
Boston, MA 02111

Dear Ms. Morgan:

This is formal notice that the Boston Redevelopment Authority, at the meeting of June 4, 1981 voted to terminate your employment on September 4, 1982 for cause, namely, lack of funds. The Authority does not by this action waive any other remedy that it may have for termination of your employment.

This personnel action was taken under the provisions of the resolution adopted by the Boston Redevelopment Authority on December 12, 1980 (reaffirming the resolution of January 23, 1981) as quoted below:

"1. The Board of the Authority is hereby authorized to be known as Development Program Employees.

Whereas, the expanded staff requirements for carrying out the Boston Development Program will require for a temporary period and can best be met by a limited flexibility in hiring, dismissal, promotion and transfer of staff, and

Whereas, if such staff were to be classified as permanently employed within the meaning of Section 52 of Chapter 151B of the General Laws, it would seriously jeopardize the Authority's ability to carry out the program and therefore it is hereby

Resolved, that it is recommended that there shall be established a new class of temporary employees of the Authority, which shall be known as Development Program Employees and shall be employed from time to time for work in the Development Program and shall not be considered as permanent employees of the Authority. All such employees, unless otherwise specifically provided, may be dismissed at any time for cause or on three months notice without cause.

Ms. Debra L. Morgan

Page Two

June 4, 1992

June 4, 1992

Ms. Debra L. Morgan
460 Beacon Street, #7
Boston, MA 02115

Dear Ms. Morgan:

This is formal notice that the Boston Redevelopment Authority, at the meeting of June 4, 1992 voted to terminate your employment on September 4, 1992 for cause, namely, lack of funds. The Authority does not by this action waive any other causes that it may have for termination of your employment.

This personnel action was voted under the provisions of the resolution adopted by the Boston Redevelopment Authority on December 12, 1968 (reaffirming the resolution of January 25, 1961) as quoted below:

"1. Re: Establishment of a class of temporary employees to be known as Development Program Employees.

Whereas, the expanded staff requirements for carrying out the Boston Development Program will exist for a temporary period and can best be met by a maximum flexibility in hiring, dismissal, promotion and transfer of staff, and

Whereas, if such staff were to be classified as permanently employed within the meaning of Section 52 of Chapter 121B of the General Laws, it would seriously jeopardize the Authority's ability to carry out the program with maximum efficiency and economy,

Therefore, be it Resolved that there shall be established a new class of temporary employees of the Authority, which shall be known as Development Program Employees who shall be employed from time to time for work in the Development Program and shall not be considered as permanent employees of the Authority. All such employees, unless otherwise specifically provided, may be dismissed at any time for cause or on three months notice without cause.

Ms. Debra L. Morgan

Page Two

June 4, 1992

Employees terminated involuntarily have a right under the personnel policy to request, in writing, within one week of receipt of this notice, that the Secretary of the Authority schedule a hearing before the Authority Board.

I regret the necessity of this letter. The Human Resources Division will be available to answer any questions you may have and render any other assistance required prior to your departure.

Sincerely,

Bernice McLennan
Director
Human Resources

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NAME

POSITION CLASSIFICATION

SALARY

Margaret Brown

Assistant General Counsel

\$45,081.92

June 4, 1962

Ms. Margaret Brown
1401 Fifth Street
Washington, DC 20004

Dear Ms. Brown:

This is formal notice that the Federal Development Authority, by the Board of Directors, has voted to terminate your employment on September 4, 1962, at 5:00 p.m., New York, East of June. The Authority does not by this action wish to imply any other action that it may have or may take in the future.

This termination action was taken under the provisions of the Act of October 3, 1949, as amended, and the Federal Development Authority, on September 11, 1962, has recommended the termination of your employment as stated below:

"1. The termination of a class of temporary employees to be employed as follows:

Whereas, the employees of the Authority are carrying out the Federal Development Authority's program of temporary employment and this is a temporary employment program in which the employees are employed on a temporary basis for a limited period of time, and

Whereas, it is the policy of the Authority to employ only those persons who are capable of performing the duties of the position for which they are employed, and it is the policy of the Authority to employ only those persons who are capable of performing the duties of the position for which they are employed, and

Therefore, it is the policy of the Authority to employ only those persons who are capable of performing the duties of the position for which they are employed, and it is the policy of the Authority to employ only those persons who are capable of performing the duties of the position for which they are employed, and

June 4, 1992

Ms. Margaret Brown
1401 Eighth Street
Charlestown, MA 02129

Dear Ms. Brown:

This is formal notice that the Boston Redevelopment Authority, at the meeting of June 4, 1992 voted to terminate your employment on September 4, 1992 for cause, namely, lack of funds. The Authority does not by this action waive any other causes that it may have for termination of your employment.

This personnel action was voted under the provisions of the resolution adopted by the Boston Redevelopment Authority on December 12, 1968 (reaffirming the resolution of January 25, 1961) as quoted below:

"1. Re: Establishment of a class of temporary employees to be known as Development Program Employees.

Whereas, the expanded staff requirements for carrying out the Boston Development Program will exist for a temporary period and can best be met by a maximum flexibility in hiring, dismissal, promotion and transfer of staff, and

Whereas, if such staff were to be classified as permanently employed within the meaning of Section 52 of Chapter 121B of the General Laws, it would seriously jeopardize the Authority's ability to carry out the program with maximum efficiency and economy,

Therefore, be it Resolved that there shall be established a new class of temporary employees of the Authority, which shall be known as Development Program Employees who shall be employed from time to time for work in the Development Program and shall not be considered as permanent employees of the Authority. All such employees, unless otherwise specifically provided, may be dismissed at any time for cause or on three months notice without cause.

Ms. Margaret Brown
Page Two
June 4, 1992

Employees terminated involuntarily have a right under the personnel policy to request, in writing, within one week of receipt of this notice, that the Secretary of the Authority schedule a hearing before the Authority Board.

I regret the necessity of this letter. The Human Resources Division will be available to answer any questions you may have and render any other assistance required prior to your departure.

Sincerely,

Bernice McLennan
Director
Human Resources

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<u>NAME</u>	<u>POSITION CLASSIFICATION</u>	<u>SALARY</u>
Ann G. Johnson	Landscape Architect I	\$28,620.51

Mr. Ann G. Johnson
248 Parker Hill Street
Charleston, W. Va. 25303

Dear Mr. Johnson:

This is formal notice that the Boston Redevelopment Authority, at the meeting of June 4, 1961, voted to terminate your employment on September 4, 1961 for cause, namely, lack of funds. The Authority does not wish to take any other action that it may have for termination of your employment.

This personnel action was voted under the provisions of the resolution adopted by the Boston Redevelopment Authority on December 12, 1959, reaffirming the resolution of January 23, 1961, as quoted below:

"1. Establishment of a class of temporary employees to be known as Development Program Employees.

Whereas, the expanded staff requirements for carrying out the Boston Redevelopment Program will exist for a temporary period and it is deemed to be in the best interest of the City of Boston to provide for the employment of temporary employees, and

Whereas, it is deemed to be in the best interest of the City of Boston to provide for the employment of temporary employees within the meaning of Section 52 of Chapter 151B of the General Laws, it is hereby resolved that the City of Boston shall employ such temporary employees as may be necessary to carry out the program of the Boston Redevelopment Authority.

Whereas, it is deemed to be in the best interest of the City of Boston to provide for the employment of temporary employees within the meaning of Section 52 of Chapter 151B of the General Laws, it is hereby resolved that the City of Boston shall employ such temporary employees as may be necessary to carry out the program of the Boston Redevelopment Authority. All such employees shall be employed on a temporary basis, and no such employee shall be employed for a period of more than three months without the approval of the Board of Directors of the Boston Redevelopment Authority.

Ms. Ann G. Johnson
Page Two
June 4, 1992

Employees temporarily have a right under the personnel policy to request, in writing, within one year of receipt of this notice, the Secretary of the Authority schedule a hearing before the Authority Board.

I enclose the copy of this letter. The Human Resources Office will answer any questions you may have and will be required to go to your departure.

Ms. Ann G. Johnson
249 Bunker Hill Street
Charlestown, MA 02129

Dear Ms. Johnson:

This is formal notice that the Boston Redevelopment Authority, at the meeting of June 4, 1992 voted to terminate your employment on September 4, 1992 for cause, namely, lack of funds. The Authority does not by this action waive any other causes that it may have for termination of your employment.

This personnel action was voted under the provisions of the resolution adopted by the Boston Redevelopment Authority on December 12, 1968 (reaffirming the resolution of January 25, 1961) as quoted below:

"1. Re: Establishment of a class of temporary employees to be known as Development Program Employees.

Whereas, the expanded staff requirements for carrying out the Boston Development Program will exist for a temporary period and can best be met by a maximum flexibility in hiring, dismissal, promotion and transfer of staff, and

Whereas, if such staff were to be classified as permanently employed within the meaning of Section 52 of Chapter 121B of the General Laws, it would seriously jeopardize the Authority's ability to carry out the program with maximum efficiency and economy,

Therefore, be it Resolved that there shall be established a new class of temporary employees of the Authority, which shall be known as Development Program Employees who shall be employed from time to time for work in the Development Program and shall not be considered as permanent employees of the Authority. All such employees, unless otherwise specifically provided, may be dismissed at any time for cause or on three months notice without cause.

Ms. Ann G. Johnson
Page Two
June 4, 1992

Employees terminated involuntarily have a right under the personnel policy to request, in writing, within one week of receipt of this notice, that the Secretary of the Authority schedule a hearing before the Authority Board.

I regret the necessity of this letter. The Human Resources Division will be available to answer any questions you may have and render any other assistance required prior to your departure.

Sincerely,

Bernice McLennan
Director
Human Resources

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<u>NAME</u>	<u>POSITION CLASSIFICATION</u>	<u>SALARY</u>
Joan Paulanthony	Senior Legal Assistant	\$34,334.25

Ms. Joan Paulanthony
 107 West 11th Street
 South Boston, MA 02127

Dear Ms. Paulanthony:

This is to advise you that the Massachusetts Department of Labor Relations, in the month of June, 1982, advised you that your appointment as Senior Legal Assistant to the Attorney General, dated September 4, 1980, was terminated. The Department has not yet received your letter of resignation dated June 1, 1982, and your termination of employment is being processed.

This letter is being sent to you in accordance with the provisions of the Massachusetts Department of Labor Relations, dated December 13, 1981, regarding the termination of employment of employees who are not permanent.

1. The Department is aware of your appointment as Senior Legal Assistant to the Attorney General, dated September 4, 1980.

However, the Department is aware that you were not appointed as Senior Legal Assistant to the Attorney General until June 1, 1982, and that you were not appointed as Senior Legal Assistant to the Attorney General until June 1, 1982, and that you were not appointed as Senior Legal Assistant to the Attorney General until June 1, 1982.

As a result of the above, the Department is aware that you were not appointed as Senior Legal Assistant to the Attorney General until June 1, 1982, and that you were not appointed as Senior Legal Assistant to the Attorney General until June 1, 1982, and that you were not appointed as Senior Legal Assistant to the Attorney General until June 1, 1982.

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June 4, 1992

Ms. Joan Paulanthony
167 West 7th Street
South Boston, MA 02127

Dear Ms. Paulanthony:

This is formal notice that the Boston Redevelopment Authority, at the meeting of June 4, 1992 voted to terminate your employment on September 4, 1992 for cause, namely, lack of funds. The Authority does not by this action waive any other causes that it may have for termination of your employment.

This personnel action was voted under the provisions of the resolution adopted by the Boston Redevelopment Authority on December 12, 1968 (reaffirming the resolution of January 25, 1961) as quoted below:

"1. Re: Establishment of a class of temporary employees to be known as Development Program Employees.

Whereas, the expanded staff requirements for carrying out the Boston Development Program will exist for a temporary period and can best be met by a maximum flexibility in hiring, dismissal, promotion and transfer of staff, and

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Therefore, be it Resolved that there shall be established a new class of temporary employees of the Authority, which shall be known as Development Program Employees who shall be employed from time to time for work in the Development Program and shall not be considered as permanent employees of the Authority. All such employees, unless otherwise specifically provided, may be dismissed at any time for cause or on three months notice without cause.

Ms. Joan Paulanthony
Page Two
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I regret the necessity of this letter. The Human Resources Division will be available to answer any questions you may have and render any other assistance required prior to your departure.

Sincerely,

Bernice McLennan
Director
Human Resources

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